

Digital Scouting pilot – Section Team Members



Purpose

The Section Team Member plans, delivers, and runs quality programmes safely. They make sure all young people can take part in the programme and gain skills for life.

Who's in the team

- Section Team Member – Group Scouting
- Section Team Member – Independent Scouting

Tasks for the team members

Create a safe environment:

- Create a safe environment for young people by sharing the [Yellow Card](#) with parents and carers.
- Check the programme can run safely, both online and independently.
- Make sure adult:child ratios are always maintained and there's a leader in charge for each session.
- Brief helpers on the practical aspects of safety and safeguarding. This includes giving them a copy of the [Yellow Card](#) and confirming they've read and understood it. Make sure helpers know who to speak to if they have any concerns.
- Read and understand the enhanced safety and safeguarding messaging in the welcome pack that relates to Digital Scouting.
- Create and review [risk assessments](#) for each session or programme.
- Review safety incidents and [report them](#) in the right way.
- Report any [safeguarding concerns](#) directly to the UKHQ Safeguarding Team.

Plan and deliver a great programme:

- Find ways to continue to improve the programme.
- Review methods of running online and/or independent programmes.
- Create a positive learning environment using inclusive online and independent programmes.
- Make good use of stakeholders in their community, including other Scout volunteers.

Make sure there's a great culture for everyone:

- Ensure young people and volunteers feel welcome and included. Help make changes (when necessary) so the environment and activities are inclusive and accessible for everyone.
- Check volunteers behave positively and in line with [Our Volunteering Culture](#)

Allocated tasks

Make sure admin is done correctly:

- Keep all records up to date, including badges, attendance register, contact details and the programme (as needed).
- Regularly chat with young people and parents/carers about the programme.
- Complete verification calls with young people and parents before they start the programme.
- Regularly chat with HQ staff team to update on progress.

Group Scouting specific tasks:

- Run weekly online sessions.
- Share sessions in advance to parents and guardians, including equipment lists, links to relevant websites and safety information.
- Manage online delivery platforms, including setting up sessions, sharing links with parents and guardians and the use of breakout rooms.
- Include review and feedback at the end of each session, and after the 6-week programme has finished.

Independent Scouting specific tasks:

- Manage relationships with parents and support them with how the programme works.
- Be a point of contact for the independent Scouts, to verify badgework, answer questions and share ideas.
- Include review and feedback at the end of each session, and after the 6-week programme has finished.

Learning for the team:

All section team members and team leaders must complete:

- Delivering a great programme
- First response, for the in-person events
- Briefing and discussion with Programme Team about specifics of running online and independent Scouting.